

September 13, 2002

To: Delta Protection Commission

From: Subcommittee on Budget, Finance, and Administration  
(Commissioners Calone, Ferguson, McCarty, Shaffer, and Sanders)

Subject: Update on DPC Expenditures – FY 01 and FY 02

---

**FY 2001 - 2002**

The State fiscal year began July 1, 2001 and ended June 30, 2001. The Delta Protection Commission was allocated \$322,365.00 from two special funds: the California Environmental License Plate Fund and the Harbors and Watercraft Revolving Fund. The Commission's expenses were \$294,395.85. The unexpended funds at the end of the fiscal year were \$27,969.15. Unexpended funds are returned to the fund of origin.

Income	\$322,365.00
Expended	\$294,395.85
Unexpended	\$ 27,969.15

The majority of the Delta Protection Commission's funds were spent on salaries and benefits (62%). The balance was divided, in part, among central administrative services, including pro rata<sup>1</sup> funds; facility operations; and contracts with State Lands Commission<sup>2</sup>, Teale Data Center<sup>3</sup>, and Department of Conservation<sup>4</sup>. Approximately 8% of total funds were returned unexpended.

The Governor's Office requested all State agencies reduce spending where possible. The DPC, staff of three, have very few options to choose from, however, postage costs represent approximately 3% of the budget, and was the one expense where, with a little creativity, could result in a savings. In compliance, the Commission staff did the following:

- revised the rental agreement with Pitney Bowes; upgraded the postage machine/scale which resulted in a cost savings, as well as more efficient equipment;
- explored new mailing methods which resulted in minor elimination of envelopes and reduced postage;
- reduced mailing list contacts by using email addresses rather than postal addresses, and
- made staff reports available on the internet as an alternative to mailing.

**FY 2000 - 2001**

The Commission entered into a contract on June 1, 2001 with the Dangermond Group for the preparation of a scoping document for the recreation master planning of the Sacramento/San Joaquin Delta region.

---

<sup>1</sup> defined as *Provides for the recovery of General Fund costs for statewide general administrative expenditures [Pro Rata] from special funds.*

<sup>2</sup> Administrative and Financial Services

<sup>3</sup> Maintaining DPC's Web Page.

<sup>4</sup> Geographic Information Systems (GIS)

The contract authorized spending of \$19,850.00; \$8,639.94 unexpended funds are remaining. The term of the contract goes through December 31, 2002.

Delta Protection Commission's FY 2001/2002 Expenses.

<u>Total FY 01/02 Funds:</u>	<u>\$322,365.00</u>
Total Outgo - July	14,418.97
Total Outgo - August	28,978.42
Total Outgo – September	19,491.43
Total Outgo – October	20,201.10
Total Outgo - November	31,065.71
Total Outgo - December	19,738.30
Total Outgo - January	23,063.85
Total Outgo – February	26,736.83
Total Outgo - March	20,459.92
Total Outgo - April	23,276.08
Total Outgo- May	34,069.76
Total Outgo- June	32,895.48
<b><u>Total FY 2001/02 Expended Funds</u></b>	<b><u>\$294,395.85</u></b>
<b><u>Total FY 2001/02 Unexpended Funds</u></b>	<b><u>\$ 27,969.15</u></b>